

EEOC FORM
715-01 PART H

U.S. Equal Employment Opportunity Commission

**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan To Attain the Essential Elements of a Model EEO Program**

EEO Plan To Attain the Essential Elements of a Model EEO Program

FY <u>2005</u> IMA Garrison at Fort Carson Colorado	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	Special Emphasis Program has been established. We have managers for all six employment programs. We are training members and working on projects to acquaint them with the workforce make up and issues facing it.
OBJECTIVE:	We have worked with the committee and subcommittees to establish goals and determine which projects can make a difference in problem areas.
RESPONSIBLE OFFICIAL:	EEO Officer
DATE OBJECTIVE INITIATED:	FY 05
TARGET DATE FOR COMPLETION OF OBJECTIVE:	FY 06
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE: Training, working with managers and employees to create communications and network.	TARGET DATE November 30, 2005
SEP started July 2004; not enough people for committee working on getting more people involved	March 2005
SAV planned through FY 2005 SEP members will accompany EEO staff when we are giving SAV and discuss their work on Mini plans and events.	August 2005
Will measure how far we can to meet the goals set in 2005.	September 2005
Measure use of WEB page that was developed to provide information and assistance to employees	January 2006
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
We have started the SEP program committee. We have a working partnership with EEO, SEP, EO, CPAC and MWR. The partnership as produced several successful training and community events. We have added three new members to the committee; a CPAC employee, MEDDAC employees and Colorado Springs rehabilitation professional. We have managers serving on each committee. We still do not have representation for all divisions at Fort Carson.	

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FY <u> 2005 </u> IMA Garrison at Fort Carson Colorado	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	Untimely processing of complaints: not enough counselors. I am using specialist as counselors. This affects my mission by limiting program work that is accomplished. As the mission increases my reliance on the two collateral duty counselors will be effected. Managers will need their employees for the mission and I will not have trained people to counsel complaints.
OBJECTIVE:	To have enough counselors to meet the demand on time. A full time counselor would answer the timeframe issue. I could get by with the collateral duty people that I now have trained and not need to use my specialist constantly.
RESPONSIBLE OFFICIAL:	Commander, Management and EEO Officer
DATE OBJECTIVE INITIATED:	FY 05
TARGET DATE FOR COMPLETION OF OBJECTIVE:	FY 06
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE: Training offered for a new group of counselors	TARGET DATE Nov 30, 2005
Certification received and shadowing with experienced counselors	Jan 2006
Explore alternative to collateral duty counselors	Dec 2005
Reevaluate progress	September 2005
Look to see if there are better processing times through lcomplaints	January 2006
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
We have completed the counselor training. We trained 2 new counselors. We provided opportunities for the new counselor to shadow the more experienced counselors. I briefed Deputy Garrison Commander on alternatives to collateral duty counselors; permanent position funded partly by a tenant. The idea was turned down because of the budget and TDA concerns.	

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FY <u>2005</u> IMA Garrison at Fort Carson Colorado	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	Untimely processing of complaints: not enough counselors. I am using specialist as counselors. This affects my mission by limiting program work that is accomplished since my specialists are doing counseling. With growth in population of soldiers my reliance on the two collateral duty counselors I currently have will be effected. Managers will need their employees for the mission and I will not have trained people to counsel complaints.
OBJECTIVE:	To have counselors enough to meet the demand on time. A full time counselor would answer the timeframe issue. I could get by with the collateral duty people that I now have trained and not need to use my specialist constantly.
RESPONSIBLE OFFICIAL:	Commander, Management and EEO Officer
DATE OBJECTIVE INITIATED:	FY 05
TARGET DATE FOR COMPLETION OF OBJECTIVE:	FY 06
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE: Training offered for a new group of counselors	TARGET DATE October 30, 2004
Certification received and shadowing with experienced counselors	Nov 2004
Explore alternative to collateral duty counselors	Dec 2005
Reevaluate progress	September 2005
Look to see if there are better processing times through lcomplaints	January 2006
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
<p>We have completed a third counselor training course. During the second training course I trained 6 new counselors but only have one that can assist. With the prior trained counselor that left we two counselor. In this last training event there were two from Fort Carson. I have to wait for their certification before they can be used. I briefed Civilian Deputy on alternatives to collateral duty counselors; permanent position funded partly by a tenant. The idea was turned down because of the budget and TDA concerns. I am again addressing this with the Civilian Deputy.</p>	